

**SPECIFICATIONS LIST.....Chief Draftsman.....Louise Welton**

1. As Chief Draftsman performs the more difficult drafting projects submitted to the drafting section, supervises and answers queries concerning drafting techniques by other members of the drafting section, orders type and maintains records of the type orders, maintains file of drafting work to be done.

2. Is responsible for the correction of maps and charts submitted to the drafting section for correct layout of titles and legends, addition and correction of names as recommended by the BGN and the pasteup of charts for correct reduction size for JANIS publications.

3. Is responsible for the construction of additional maps required by the JIS B and the construction of the basic plates for the JANIS base map.

4. Checks the overlays for the JANIS base map against the basic plates to avoid duplication and confusion of lettering and symbols and checks registry of all plates.

5. Performs other duties by direction of the Board.

**JCS Declassification/Release Instructions on File**

DOCUMENT NO. 9  
NO CHANGE IN CLASS. ☐  
☒ DECLASSIFIED  
CLASS. ON HOLD TO: TS S O  
NEXT REVIEW DATE: \_\_\_\_\_  
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DATE: 18 JUL 1980 REVIEWER: 018645